

Partnership Match Program



A review of the program
and how to apply

Background

Purpose of the Program

- To provide an incentive to you for all of your hard work you do for our Parks

Funding Source

- Recreation Passport
- Park Endowment Fund

Program Authorization

- Not a grant, it's a partnership
- No money transferred to organizations




Program Review

Summary

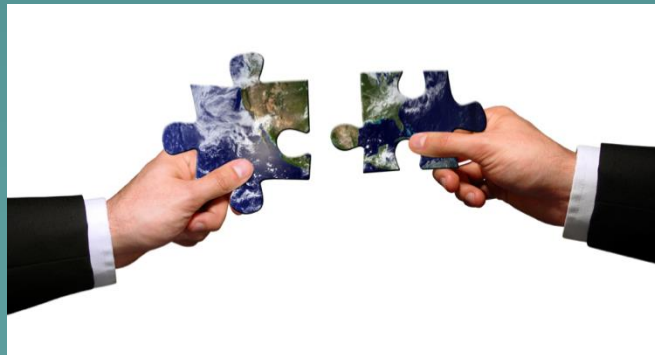
- 8 to 12 project funded annually
- \$100,000 total in state assistance provided

Types of Projects

- Asbestos Abatement
 - Historic Building Restoration
 - Playgrounds
 - Multi-use stage
 - Basketball Courts
 - Boardwalks
 - Equestrian Trails
- 
- A stylized, dark teal silhouette of a mountain range is located in the bottom right corner of the slide, partially overlapping the list of project types.

Partnership Scenarios

1. 501 (c)(3) gifts the money to the DNR and the State implements the project through their processes.
2. The DNR donates materials and the 501(c)(3) implements the project.
3. The DNR and the 501(c)(3) each agree to implement their own portion of the project as separately administered projects.



Eligible Applicants

501 (c)3 Nonprofit Organizations

- Friends Groups
- Nonprofit Conservation Organizations
- Community Foundations

Officially Recognized by DNR

- Memorandum of Understanding

Proof of Match

- Must have proof of available funds for 50% or more of the total project value.

Eligible Projects

- At a Parks and Recreation Division administered lands
- 50% or less of project value = \$5,000 to \$20,000 (State Contribution)
- Construction-based
- Work Item Proposal (WIP) or Trail Proposal (TP) approved by DNR
- 2-year max. implementation schedule

Identifying a Project

Work with your Unit Supervisor

1. Identify a project where \$5,000 to \$20,000 is needed from the State
2. Ensure that the project WIP or TP approved
3. Determine type of partnership scenario
4. Gift and Acceptance Agreement
 - Short form for Scenario 1
 - Long form for Scenarios 2 & 3 – insurance


Completing the Application

Section 1:

- Organization, Site and Project ID
- Project Description
- Total Project Cost, Value requested from DNR, Value provided by organization

Section 2:

- Organization History
- Recent Accomplishments
- Number of active participants
- Proof of Match
- Memorandum of Understanding
- 501(c)(3) Status

 Michigan Department of Natural Resources – Parks and Recreation Division
PARTNERSHIP MATCH PROGRAM APPLICATION
This application must be completed in full to be eligible.

Donor Use Only
Project ID# _____
Date _____

Background
The purpose of this partnership is to leverage gifts made by organizations associated with Parks and Recreation (PRD) lands in order to fund improvement projects in State Parks or Recreation Areas. Projects must be construction-based development projects including materials and/or services as defined in Section 3 below. The total value of State materials and/or services may be no more than 50% of the estimated total project value. We anticipate the total value of State materials and/or services to be between \$5,000 and \$25,000.00, depending on funding availability and number of applicants.

Prior to applying for the Partnership Match Program, the associated non-profit organization is required to have a Partnership Agreement (pending) with their associated PRD facility then enter into a Gift and Acceptance agreement with the State of Michigan and agree to the terms and conditions within in order to complete the project within a 2 year period.

The Partnership Match Program application must be submitted to PRD no later than **March 8, 2013**. Awards are expected to be announced in late April, 2013.

Authority
The Partnership Match Program is authorized by the Natural Resources Commission Procedure number 1031 Gifts and Requests issued January 1, 1977 and 16.01-04 - Acceptance of a Gift of Design, and/or Construction of a Facility issued on December 1, 2005, and the Department of Natural Resources Policies and Procedures 02, 10-31 Gifts and Requests issued June 10, 2006, and 02.01-14 Cash Donation Receipts issued April 21, 1982, and Procedure 1210.10 Gifts and Donations issued January 1, 1984, and the Management and Budget Act 431 of 1984 section 18, 1237.

Section 1: Organization, Site and Project Identification

Name of Applicant (non-profit organization)	Project Number	County
Name of Authorized Representative	Title	
Organization Address	Telephone	
City State ZIP	E-mail	
State Property Name	Proposed Project Title (not to exceed 40 characters)	
Project Description (attach additional pages, drawings, maps, exhibits as applicable) Explain the proposed project paying attention to the criteria noted at the end of this document.		

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Completing the Application

Section 3:

- Partnership Scenario
- Project Scope Items for DNR
- Project Scope Items for Organization
- Estimated value
- Source of estimates

Section 4:

- Project Schedule (2 year limit)

Section 5:

- Describe the plan for long term maintenance (funding, source, endowment fund?)

Completing the Application

Section 6:

- Required Attachments

Section 7:

- Certifications from Organization
- Certifications from State



Michigan Department of Natural Resources
**GIFT AND ACCEPTANCE AGREEMENT FOR DESIGN
AND/OR CONSTRUCTION OF A FACILITY**
By authority of Part 5 of Act 451, P.A. of 1994, as amended.

This Gift and Acceptance Agreement (Agreement), effective as of the date of the signed agreement, is entered into between (Name of Organization Providing the Gift), (Type of Organization, i.e., Nonprofit Corporation) whose address is _____ and the STATE OF MICHIGAN through the DEPARTMENT OF NATURAL RESOURCES (DNR), whose address is P.O. BOX 30257, LANSING MI 48909-7757.

RECITALS

A. The DNR has jurisdiction over certain real property, located in _____ Township, _____ County, MI (Site).

B. (Name of Organization) is an organization with a mission, (Mission of organization not details of the project).

C. (Name of Organization) desires to engineer, construct and give a gift to the DNR of improvements to the Site (Site Improvements), subject to the terms and conditions of this Agreement. (Name of Organization) desires to enter the Site for the purpose of constructing the Site Improvements.

D. The DNR desires to accept (Name of Organization) gift of the Site Improvements, conditioned upon completion of the Site Improvements as provided in this Agreement. The DNR is willing to permit (Name of Organization) and its employees, agents, members and contractors to enter the Site to perform all work related to construction of the Site Improvements, subject to the terms and conditions of this Agreement.

E. (Name of Organization) and the DNR intend that the gift of Site Improvements will be used to enhance the Site for the benefit and recreation of the public.

**ARTICLE I
GIFT TO DNR**

1.1. **Gift of the Site Improvements.** (Name of Organization) hereby makes a gift of the Site Improvements to the DNR, as described on attached Exhibit A. This gift is conditioned upon the terms and conditions of this Agreement.

1.2. **Conditional Acceptance of Gift.** The DNR agrees to accept the gift of the fully constructed Site Improvements, subject to the terms and conditions of this Agreement, and conditioned upon substantial completion of the Site Improvements, as required in this Agreement.

1.3. **Donor Recognition.** (Name of Organization) shall be entitled, subject to applicable law and reasonable discretion of the DNR, to place and maintain in a visible location on the Site Improvements, at its own cost, a plaque, sign or other designation identifying its gift. The DNR may also recognize the donor pursuant to any applicable State of Michigan policy or procedure.

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Required Attachments

- Partnership Match Program Application
- Copy of IRS determination confirming 501 (c)(3) tax exempt status
- Copy of your organization's Memorandum of Understanding with the DNR
- Copy of draft Gift and Acceptance Agreement with the DNR, either short form or long, depending on scenario selected.
- Site Development Plan
- Proof of Match (bank statement, letters of commitment)
- Project location map as it relates to the State Park, Recreation Area or State Forest

Other Application Notes

Allowable number of project sites

- Single project, single site per application

Number of allowable applications from a single applicant

- No limit, but applications must be prioritized.

Scoring Criteria

- Address as many as you can in your description to score the most points.

Turning In the Application

e-mail:

lincoln@mi.dnr.state.mi.us

DO NOT FAX

Mail:

PRD Planning Section – Grants Coordinator
Michigan Department of Natural Resources
PO Box 30257
Lansing, MI 48909-7757

Review Process

Please Allow Approximately 8 to 10 weeks for review

- Partnership Match Program Committee

Conditional Award Letter

- Sent after review process is completed
- Requesting more information if necessary

Execution

- Gift and Acceptance Agreement signed by both parties serves as the Memorandum of Understanding for the project

Project Implementation

Unit Supervisor

- Work with your local unit supervisor to implement the project

Progress Reports

- Due the 1st of every month in the form of an e-mail or letter

Project Close-out

- Once project is completed, a statement from your Unit Supervisor will allow the project to be closed out.



Other Funding Sources

Community Foundations

- Often act as fiduciaries for fundraising campaigns
- Some may offer grant programs
- Often community recreation focused

Private Corporations

- Start with your local Chamber of Commerce
- Large corporations often have grant programs available for non-profit organization budgets

Local Schools

- Can be a source for campaigns that are education driven (math-a-thons, read-a-thons, etc.)

Other Funding Sources

Local Units of Government

- Often recognize that parks are an economic asset
- Quality of Life

Health Care Providers

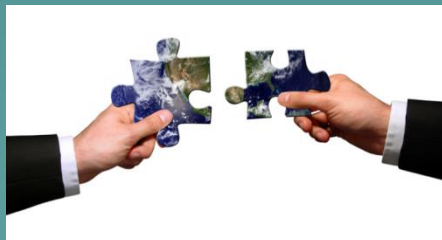
- Partner with local hospitals, rehab centers

Individuals

- Get the word out “crowd-funding”

THINK OUTSIDE OF THE BOX

Think outside of your park and your organization
Common goals and interests are everywhere



PARTNER, COLLABORATE, WORK TOGETHER